

Minutes

Subject:	Management Committee Minutes: 30 April 2019
Produced by:	Tony Moore
To:	Management Committee
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Present: Jenna Chapman (JC), Martin Marko (MM), Georgina Burchell (GB), Toby Cunningham (TCU),

Chair: Sophie Atherton (SA)

In attendance: Tony Moore (TM), Tim Cave (TCA)

Apologies: Oli Gray (OG), Caroline Wilson (CW),

Executive Summary

- Unio price rises to be decided by email
- Agreed creation of Commercial Designer supervisory post
- Referred format and questions for UEATV interview on cancellation of Pimp My Barrow to SOC for consideration

Action Points: Immediate

Required	Assigned
Value drinks sales to be circulated	TCU
JCL to be invited to future meetings	TM/SA
AHRC to conduct External Trustee interview with University's nominee	JC
Working group to be formed to review Procurement Policy	MM
Paper on consultation/communications strategy to be drafted	JC
Paper on structure of Events/commercial marketing to be circulated	SA
CEO to investigate whether STS would fund Student Minds audit	TCU
CEO to meet Josh Clare to investigate possible 5 tab design for website	TCU

Action Points: Long Term

Required	Assigned
Other Universities' approach to campus catering to be investigated	TCU
Possibility of Refreshers' Ball type of event to be investigated	TCU
New policy proposal on Sport to go to Union Council	OG

MSL to be contacted at start of summer on website login issues; all arrivals staff to be adequately brief on guidance on login	TCU
International students not having UK bank accounts for Freshers	TCU
Events to be asked about working of extra capacity at Freshers	TCU
Push for representation at all Faculty Executives	All
Wristband/ticket interface and Waterfront capacity at Freshers to be looked at	TCU
Catering price changes/significant product changes to be reported to Management Committee – this will be before Easter	TCU

MC 195 Minutes, Apologies, Matters Arising

SA noted they had not had the opportunity to circulate the draft minutes for approval: these would be circulated and considered for approval at the next meeting.

The Committee asked that an open invitation to its meetings be extended to the Assistant Director for Charity Services. **AP**

MC 196 Operational & Key Relationship Update

SA noted the short period since the Committee last met and asked just TCU and GB to report as they were absent from the last meeting

Toby

- Southern SU – noted ground-breaking work of Essex comms team – funded by a specific £60K Block Grant increase
- Result of Southern SU – Unio will host Officer Training for Officers in August – to supplement Lead for Change as some Southern SUs have dis-affiliated
- Working on Risk - drafted policy proposal for Board on how Union manages Risk – will commission auditors to conduct external audit of Risk
- Reported slightly behind on GDPR but should be near completion by the end of month
- Celebrating Partnership event with the University a success

GB

- Met Courage project lead
- Attended SEC

MC 197 Social Enterprise Updates

Unio Price Rises

SA noted that the Committee had raised concerns as to:

- Timing – should not come in during run-up to exams
- Value drink rises – these would hit poor students hard

SA noted that the Committee had asked for the sales figures for value drinks so as to assess how much money the rise might actually generate.

TCU advised that, in reputation terms, it was thought better to follow the University and implement price rises at Easter as students tended to react more negatively when returning in autumn to be confronted with price rises.

TCU noted they would circulate the figures for value drinks sales.

The Committee agreed that a decision on the price increases would be made via email; if there were any disagreement, the decision to be made at a future meeting.

MC 198 Staffing (Closed Business)

MC 199 AOB

Pimp My Barrow: UEA TV Interview with the FTOs

JC noted that all the FTOs had agreed to take part in the interview, organised by the Ethical Issues Officer, to explain the decision to cancel the event.

The Committee discussed the format of the interview.

SA noted the importance of clarifying with UEA TV, in advance, who would have the final say as to the editing of the interview.

The Committee concluded that the questions and format of the interview should be a matter for SOC to consider and asked Chair to bring the matter to the meeting of SOC later in the day.

External Trustee Recruitment

JC noted that OG had met with Jeremy Clayton, the University's nominee for the position on the UEASU Board. JC believed that Mr Clayton would make an excellent addition to the Board.

SA asked that JC arrange a panel of the AHRC to conduct a formal interview with Mr Clayton. **AP**

TCU advised that the question of how the candidate would reconcile any possible conflict of interest between the University and the Union during their work on the Board should be asked at the interview.

200 Time, Date and Place of next meeting

TBC